

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

JUNE 9, 2014

The Miami Township Board of Trustees met in work session on Monday, June 9, 2014 at the Miami Township Civic Center. Chairperson Ken Tracy called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Mr. Tracy and Mr. Schultz. Ms. Wolff was out of town and could not make the meeting.

Mr. Fronk explained this month will be the last for department presentations for the year and Mr. Ethridge will present the Community Development overview. Mr. Ethridge began with some history of townships, noted zoning regulations began in 1960, discussed zoning staff responsibilities, Zoning Commission and Board of Zoning Appeals responsibilities, property maintenance standards, field investigations, explained the Moving Ohio Forward Grant Program and nuisance abatements.

Mr. Fronk gave a Power Point presentation to the Board regarding document management by digitizing Township records. Mr. Fronk explained the State now recognizes PDF files as permanent public documents. Mr. Fronk stated they would start out with Human Resource documents and phase in other departments later. The initial investment in the system is \$21,430.00 with an annual maintenance fee of \$1,960.00. The Board asked Mr. Fronk to get the costs we currently pay for Cintas and to look into other businesses that do this document management. Mr. Fronk will get that information and report back.

Fire Chief, Steve Kelly, lead a discussion on the purchase of a new staff vehicle that is part of their vehicle replacement program. Chief Kelly noted they did just auction off the 2000 Dodge Caravan. The proposed new vehicle would be a Chevy Tahoe from the State Contract pricing and is requesting up to \$34,000.00 for this purchase. There was a discussion on who does the maintenance on the Fire Department vehicles and what that cost is. Chief Kelly stated he is keeping data on that and plans on having a report on that at his one year anniversary in October. In addition, on duty fire staff does some maintenance and other maintenance is sent out. The Board asked the Fire Department to look into the possibility of purchasing same like vehicles as the Police Department so there would not be as much maintenance done by outside businesses. Police Chief Sue Madsen advised the new Township mechanic is a certified Chevrolet mechanic and when hired has learned about Fords. Chief Madsen also noted the new mechanic services approximately 20 police vehicles, services the Service Department vehicles and has other duties so time could be an issue. Chief Kelly will get maintenance costs to the Board.

Chief Kelly received two bids for the North Station kitchen remodel. The kitchen is 24 years old and is in need of updating. He is recommending the Board accept the bid from Ernst Remodeling & Restoration in the amount of \$10,245.00. It was the lowest quote. Chief Kelly explained what the remodeling will entail. The Board advised Chief Kelly to move forward with the kitchen remodel.

Mr. Fronk advised the Service Department has submitted the final list of streets for the 2014 paving program. They will be partnering with Clermont County and other Townships and Villages with the bidding and management of the project. There is also a cost estimate for the final course of asphalt on the parking lots of Miami Meadows and Riverview Park and a quote for repaving the bike path around Miami Meadows. The parking lot costs will be from our TIF funds. Mr. Fronk stated if the Board is comfortable with the number, then Mr. Mantel will be sending the list to the County so they can add it to their packet. The Board agreed with the project.

Mr. Fronk advised there is one window in the Civic Center that is broken and 12 that have failing seals and can be replaced at our convenience or when they completely fail. If they completely fail, it could be in mid winter and not a good time to do the work. Mr. Fronk stated the broken window needs to be replaced immediately and we could replace a few more at the same time and replace the remainder in 2015 or, we could replace all 13 now for just under \$13,000.00. The Board asked Mr. Fronk to get information on whether or not just the seals can be replaced. The Board agreed that the broken window should be replaced right away.

Mr. Fronk advised of the need for a nuisance abatement for properties with high grass and weeds. There is a list of 23 properties.

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Mr. Schultz moved to adopt Resolution 2014-28 a resolution authorizing the abatement, control or removal of vegetation, garbage or refuse or debris, seconded by Mr. Tracy with all voting “AYE”.

Mr. Ken Cabbage of Karen Lane came forward to address the Board regarding a zoning issue. Mr. Cabbage stated his neighbor has several violations and would like them resolved. Mr. Ethridge stated he has been working with Mr. Cabbage and the neighbor and Mr. Ethridge now has a file that he is going to send to Mr. Braun for court and should know something in a couple of weeks.

Mr. Schultz made a motion to go into Executive Session to discuss pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code, seconded by Mr. Tracy with all voting “AYE”.

Mr. Schultz made a motion to come out of Executive Session, seconded by Mr. Tracy with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 9:35 a.m.

ATTEST: _____
Eric Ferry, Fiscal Officer

Ken Tracy, Chairperson